

BUILDING MAINTENANCE WORKER

DEFINITION

Under immediate supervision, is responsible for performing a wide variety of general maintenance tasks associated with the building trades both in and out of buildings; performs related tasks as required.

EXAMPLES OF WORK (Any on position may not include all of the duties listed, nor do the examples cover all of the duties that may be performed.)

Discusses assignments with supervisor who outlines work to be done; reviews blueprints or rough sketches with supervisor to ensure that all aspects of the work is understood;

Withdraws tools and supplies from a store yard necessary to accomplish work;

May drive a light duty truck to and from a job sight;

Does rough carpentry work such as preparing concrete forms;

Repairs or replaces doors, locks and screens, applies wall materials and acoustic ceiling tiles, builds cupboards, sheds, stairs and partitions;

Builds fences, backstops for ball diamonds and benches for use at playgrounds and in parks;

Performs electrical repair work such as maintaining fans, electric stoves, light fixtures, replacing fuses and light bulbs;

Inspects and makes a variety of repairs to plumbing fixtures, cuts and threads pipe, replaces damaged sewer lines and drainage tile on city owned property, removes obstructions from sewer lines and repairs leaks in pipes;

Removes old paint and paints, wood and metal surfaces;

May erect concrete block walls, repair brickwork, lay sidewalks, and patch cement work;

May unload trucks delivering materials and supplies and store them in assigned areas;

Moves furniture and office equipment;

Adjusts heating and air conditioning equipment.

GUIDELINES FOR CLASS USE

This classification differs from the skilled trades in that it involves a variety of general building

maintenance work not requiring a high degree of skill in any one phase, but greater skill than that of a trades helper. Work is not limited to the interior of buildings but includes outside maintenance as well. Employees who spend the major portion of their working hours doing fully skilled level work occupy positions classified as Maintenance Carpenter, Building Maintenance Electrician, or Maintenance Plumber.

MINIMUM QUALIFICATIONS

One (1) year of construction and/or building trades experience.

Possession of a valid motor vehicle operator's license.

KNOWLEDGE, SKILLS AND ABILITIES

Some knowledge of the standard practices, methods, processes, materials, tools and equipment used in at least two of the following trades: carpentry, plumbing, electrical repairs, painting or cement work; ability to follow oral and written instructions; ability to do arduous manual labor outdoors and indoors, ability to read and work from blue prints and sketches; ability to develop and maintain effective working relationships with others.

Probationary Period:	180 Days
Examination:	Competitive
Class Code:	3494
Job Family:	Labor & Maintenance
EEO Job:	Service - Maintenance
Compensation Plan:	AFSCME
Salary:	Range 21-21
Class established:	04-08-63
Current spec:	07-24-95
Commission action taken:	Review/no change
Last reviewed:	04-24-00